

FACT SHEET
PREQUALIFICATION OF CONTRACTORS
CONTRACTORS QUALIFICATION COMMITTEE

Year Established-----	1978 pursuant to provisions of Article VI, Section 4(f) of the <u>Charter of the City of Baltimore</u> and <u>City of Baltimore Rules For Qualification of Contractors</u>
Who Must Be Prequalified-----	All contractors, whether prime contractors or subcontractors, intending to bid on or perform contracts with the City for amounts exceeding \$25,000
Difference Between Prequalification and Certification-----	LINK – www.baltimorecity.gov/government/law/mwboo.html
When must you be prequalified-----	Prime contractors must be prequalified prior to purchasing bid documents and submitting a bid. Subcontractors must be prequalified prior to commencing work.
Where to apply-----	Request Application: Office of Boards and Commissions Room 601 Charles L. Benton, Jr. Bldg. 417 East Fayette Street Baltimore, Maryland 21202 Telephone # (410) 396-6883 FAX # (410) 625-4667 E-mail – robert.macleod@baltimorecity.gov
Is there a fee-----	No Cost
Contact Person-----	Robert B. MacLeod, Chief
How long does process take-----	About three weeks from the date of receipt of completed application to approval by the Board of Estimates
Length of approval per prequalification period-----	Prequalification is effective, in most cases, for one year from approval date
Frequency that renewal of prequalification is required-----	Requalification is required on an annual basis